

# INGLEBY BARWICK TOWN COUNCIL

NOTICE IS HEREBY GIVEN THAT AN ORDINARY MEETING  
OF  
INGLEBY BARWICK TOWN COUNCIL  
WILL BE HELD IN  
THE SMALL HALL AT INGLEBY BARWICK COMMUNITY HALL,  
HARESFIELD WAY, INGLEBY BARWICK  
ON  
WEDNESDAY 15<sup>TH</sup> MARCH 2017  
COMMENCING AT  
7.00 P.M.

**PLEASE BE ADVISED:** Filming, Photographing or Audio Recording of the Town Council Meeting may take place. The Town Council accepts no liability for any material created by those filming, photographing or recording the meeting.

## AGENDA

1. **HOUSEKEEPING** - Announcements, to be noted.

**Please Note:** The Council has allocated a period of 10 minutes for public participation in the agenda, after this time has elapsed no further public participation will be permitted. The remaining agenda items are to be debated by Councillors only, to which members of the public are cordially invited to observe, with the exception of any item(s) identified as containing exempt or confidential information.

2. **NOTICE OF MEETING** - Public Notice of the meeting has been given in accordance with Schedule 12, para. 10(2) of the Local Government Act 1972.

3. **APOLOGIES FOR ABSENCE** - To receive apologies for absence.

4. **CODE OF CONDUCT** - To consider the following:

- (a) To receive declarations of interests
- (b) To consider any requests for dispensations
- (c) To remind Councillors to update their Register of Interest forms, as and when required

5. **MINUTES OF THE ORDINARY MEETING OF THE TOWN COUNCIL HELD ON WEDNESDAY 15<sup>TH</sup> FEBRUARY 2017** - After consideration, to approve the Minutes as a true and accurate record; the Chairman to sign the Minutes.

6. **PUBLIC PARTICIPATION** – 10 minutes **maximum** is designated for public participation. A member of the public shall not speak for more than **2** minutes.

**Please note:** No decisions will be made on any items raised which are not already on the agenda. The Town Council will consider as to whether any items raised be included for consideration/decision on the agenda for the next meeting.

7. **INGLEBY BARWICK ENFORCEMENT SERVICE** – To consider the following:

- (a) To receive the monthly update (5 minutes designated)
- (b) Feedback from the visit to Security Centre

8. **PROPOSED COMMUNITY CENTRE, THE RINGS** - To consider the following:

- (a) Elder Lester McGregor Architects – Agreement for Appointment, to consider the draft and any comments raised by Archers Law Solicitors
- (b) To receive the VAT advice from The Parkinson Partnership
- (c) Feedback from the Public Meeting held on Saturday 25<sup>th</sup> February 2017 and to consider public consultation on the project in general
- (d) Information to be provided on the Town Council website
- (e) Feedback from the Meeting with SBC and Kinsler on 9<sup>th</sup> March 2017
- (f) Upcoming meeting with Kinsler & Architect for final review of Tender package – To consider the following:
  - Finalise attendance at the meeting
  - To agree an amount for liquidated damages
  - To give the Town Clerk the delegated authority, in consultation with the Chairman, to authorise the Town Council's approval of the Tender package once reviewed at the meeting
- (g) Advertisement of the Contract on Contracts Finder website
- (h) To consider holding a Special Meeting of the Council to deal specifically with matters relative to this project, date to be agreed

9. **YOUTH CLUB PROVISION, INGLEBY BARWICK** – To consider the matter.

10. **MATTERS ARISING AND UPDATES** - From the Minutes of the Town Council.  
(for information purposes only)

- (a) Bank Mandate Change
- (b) Office Safe
- (c) War Memorial railing (spare)

11. **PROVISION OF DEFIBRILLATOR AT INGLEBY BARWICK COMMUNITY HALL** – To consider the following:
  - (a) Defibrillator and cabinet costings
  - (b) Installation costs
  - (c) Insurance costs
  - (d) Guardian of equipment
  
12. **FINANCE** – To consider the following:
  - (a) Current balance sheet
  - (b) Accounts due for payment
  - (c) Update on Scribe
  
13. **ANNUAL RISK ASSESSMENT AND REVIEW OF THE EFFECTIVENESS OF THE SYSTEM OF INTERNAL AUDIT 2016/2017** - To undertake the Annual Risk Assessment and Review the Effectiveness of the System of Internal Audit 2016/2017.
  
14. **PLANNING APPLICATIONS:**
  - (a) List of applications registered with S.B.C. in February 2017
  - (b) List of S.B.C. delegated decisions made in February 2017
  - (c) Planning Application No. 17/0389/OUT Outline Application with some matters reserved for the erection of a 80 no. bed hotel and banqueting building with associated means of access, Hollybush Farm, Thornaby Road, Thornaby
  
15. **TOWN COUNCIL ARTICLE FOR GOSSIP MAGAZINE** – To receive an update and consider the matter.
  
16. **CLERKS REPORT** – To note the Clerks Report which includes updates and supporting information in respect of agenda items.
  
17. **CORRESPONDENCE** - To note and consider any correspondence received.
  
18. **DETAILS OF THE APRIL 2017 MEETING OF THE TOWN COUNCIL** – Wednesday 19<sup>th</sup> April 2017 in the Small Hall, Ingleby Barwick Community Hall, Haresfield Way, Ingleby Barwick, commencing at 7.00 p.m.
  
19. **EXCLUSION OF THE PRESS AND PUBLIC DURING CONSIDERATION OF THE FOLLOWING ITEM OF BUSINESS** - Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press be excluded from the meeting during consideration of the following item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

**20. STAFFING MATTERS – To consider the following:**

- Appointment of part time Administration Assistant
- Annual review of Clerks salary

*Paula Hall*

Paula Hall,  
Town Clerk,  
Ingleby Barwick Town Council.

**Members of the Public Rights to Attend this Meeting**

With the exception of any item identified above as containing exempt or confidential information under the Public Bodies (Admission to Meetings) Act 1960, members of the public are entitled to attend this meeting and/or have the access to the agenda.

**Public Participation** The Town Council has a designated period of 10 minutes on the Agenda for public participation. A member of the public shall not speak for more than 2 minutes which must be observed to ensure that meetings run efficiently. You may not speak at any other time, or be involved in the debate.

Persons wishing to obtain any further information on this meeting, including the opportunities available for a member of the public to speak at the meeting; or for details of access to the meeting for people with disabilities, please Contact Paula Hall tel: (01642) 308665 or email: [town.clerk@inglebybarwicktowncouncil.org.uk](mailto:town.clerk@inglebybarwicktowncouncil.org.uk)